

**Central District Health Department Board of Health Meeting
Friday, March 21, 2014 ~ 8:30 a.m. to 12:17 p.m.
707 N. Armstrong Place, Boise, Idaho**

Board Members: Steven F. Scanlin, JD, Chair
Betty Ann Nettleton, RN, V-Chair/Trustee
Commissioner Barbara Balding
Dr. Jane Young, DNP
Commissioner Al Hofer
Dr. Ted Epperly, MD
Frank Eld

Guest: Gina Westcott Laura Thomas

Staff: Russell A. Duke, Director
Donna Mahan, Recorder
Brandon Atkins
Bonnie Spencer
Angela Spain
Rebecca Lemons
Rob Howarth
Desiree Karst
Jaime Harding

Call Board of Health Meeting to Order – Steve Scanlin

Steve Scanlin called Central District Health Department (CDHD) Board of Health meeting to order at 8:39 a.m.

Board of Health Minutes for February 21, 2014 – Steve Scanlin

The following two additions were added to the draft minutes for the February 21, 2014 Board of Health meeting; minutes were approved as corrected.

- **Future of Title X:** Note that Dr. Ted Epperly recommended that Russ Duke meet with Dr. Kara Cadwallader of PPGN regarding Title X.
- **Executive Session:** Note that Steve Scanlin asked for a motion to enter into Executive Session for the purpose of discussing personnel matters.

Behavioral Health Update – Gina Westcott/Laura Thomas

Gina Westcott and Laura Thomas announced, with the passing the transformation bill, we now have the Region 4 Behavioral Health Board. This board will replace the Regional Advisory Council and the Mental Health Board. Across the state there will be seven Regional Behavioral Health Boards and a new Behavioral Health State Planning Council. The next step will be to establish the organizational structure based on State Code with partnering with CDHD. Updates will be provided at future Board of Health meetings.

Financial Report: FY 2014 – July thru February Budget to Actual – Bonnie Spencer

FY 2014 February Budget to Actual: We are 66.7% through the FY 2014 budget. All percentages are based on the budget revision. Revenues are slightly over the projected budget level at 75%. Fees are at 76%; contracts are at 68%; county contributions are at 96%, which is due to county payment schedules.

Serving Valley, Elmore, Boise, and Ada Counties

Ada / Boise County Office
707 N. Armstrong Pl.
Boise, ID 83704
Enviro. Health: 327-7499
Reproductive Health: 327-7400
Immunizations: 327-7450
WIC: 327-7488
FAX: 327-8500

Elmore County Office
520 E. 8th St. North
Mountain Home, ID 83647
Enviro. Health: 587-9225
Family Health: 587-4407
WIC: 587-4409
FAX: 587-3521

Valley County Office
703 N. 1st St.
McCall, ID 83638
Ph. 634-7194
FAX: 634-2174

Expenditures are a little under budget at 64%. Personnel cost is at 70%, overspent by .4% (\$20,483). Operating and capital cost are both underspent.

Balance Statement and Reserve Fund Update: At the end of February, total cash was \$3,339,778 and the reserve fund designation was \$1,551,241 with a balance of undesignated funds at \$1,788,536. Per the Board's request, Bonnie provided a progress report on the WIC and IT special projects.

Women, Infants and Children (WIC) Update and Website Demonstration – Angela Spain
Angela Spain, WIC Program Manager, shared some of the great things happening in the WIC Program as they celebrate their 40th Anniversary. Over the years, many changes have taken place from adding fresh fruits and vegetables as food options to breastfeeding being legal in public. The one thing that has not changed is the tremendous dedication of the WIC staff. The new breastfeeding website (www.idahobreastfeeding.com) called Idaho Breastfeeding Basics, sponsored by CDHD, went live. This website was designed to provide a broader scope of information for employers, providers, and families.

Let's Move Childcare Workshop – Rebecca Lemmons
Rebecca Lemmons, Policy Analyst, presented the work being done to improve the nutritional and physical health of children attending child care. The 2013 pilot Let's Move Child Care Workshop was extremely successful, which led to streamlining the workshop so that one trainer would be able to lead the entire program. The updated workshop was launched this spring. Not only are we being looked at for the statewide model; but on April 4 and 5, the National League of Cities will be here for a site visit to discuss our child care policy and observe our workshops for best practices that may be used nationwide. We continue to work on the child care policy that was well received by the Boise Council in January. We are holding additional open houses this month to allow child care providers additional opportunity to provide feedback on the policy. We are looking at adding a 4-hour mandatory training for the licensing within the first year. If we continue on our timeline as planned, the new policy would be implemented in September 2014. Rebecca invited the Board to attend the Creating Healthy Communities Summit on April 17 and 18 at the Riverside Hotel in Boise.

Break – Steve Scanlin

Board of Health Advisory Members – Russell Duke
In response to the Board asking about adding members, Russ reported that Board membership is defined in Idaho Code; however, if the Board chooses, they can add advisory members. Advisory members can be volunteers or paid an hourly wage as temporary employees. As a means not to increase the size of the Board, we will look into establishing a CDHD Client Advisory Board as a way to receive client input/feedback that can be presented to the Board of Health. Per Dr. Epperly's request, Russ will contact Dave Murgotio, HR Manager and Privacy Officer of Family Medicine Residency of Idaho (FMRI), to see how their Client Advisory Board functions. If we pursue an advisory board, we need to include all four counties within our district.

Office of Performance Evaluations – Russell Duke
As requested by the Board, Russ reported on the services available through the Office of Performance Evaluations.

Resolutions – Russell Duke
In preparation for the Idaho Association of Districts Boards of Health (IAB) annual meeting, the Board reviewed the draft resolutions that, in final form, will be voted on in May at Sun Valley.

Resolution to Support Food License Fee Increase: The Board supported the resolution requesting actual cost but did not support the resolution requesting half the actual cost stated in the "Therefore be it Resolved" statement.

Resolution to Support Purchasing Healthier Food Options with Idaho Food Stamp Benefits: The Board felt that "Idaho Food Stamp Program" and "SNAP" (Supplemental Nutrition Assistance Program) should be included together throughout the resolution.

Resolution to Support Insurance Coverage for Low Income Idahoans: The Board supported this resolution to replace the Resolution to Support Medicaid ~~Expansion~~ Redesign in Idaho. In this resolution, the Board requested that the fifth “Whereas” statement referring to “removing the tax burdens to Idaho taxpayers” be completely removed.

Resolution Concerning the Prevention of Prescription Drug Abuse: The Board asked that the Board of Pharmacy be added to the “Therefore be it Resolved” statement as partners.

Electronic Health Records (EHR) – Bonnie Spencer

Our new EHR system called Insight went live on March 17 with only a few glitches that came up and were resolved.

Trustee Update – Betty Ann Nettleton

Betty Ann Nettleton, Board Trustee, participated in the last Trustee call for this legislative session on the 22nd of February. The SNAP resolution was discussed and was supported by all the Districts. All were glad the Behavioral Health bill past but are concerned about funding. There is no news on the state appropriation for FY 2015.

Director’s Report – Russell Duke

Employee Change in Compensation: We received the FY 2015 guidance for compensation from the State, which was a 1% upward payline move for all pay grades (if applicable), a 1% merit-based ongoing salary increase, and a 1% one-time merit-based bonus. The Board supports a 3% available salary adjustment. Russ will share the compensation plan in April that will be based on merit as required by the State.

Leadership in Public Health Award: Russ provided a draft letter for the Boards review for the “Leadership in Public Health” award to Dr. Crystal Pyrak that will be presented at FMRI.

IAB Registrations: The IAB registrations are due by the end of this month. If you would like to go, please let Donna know today. The dates for the conference are May 29 and May 30 with the Trustee meeting on May 28.

Budget Hearing: The CDHD Budget Hearing will be held on Friday, May 16 at 10 a.m. in Boise County at the Boise Basin Senior Center. The Board meeting will be held immediately following the Hearing.

Additional Items

Nutritional Concerns – Betty Ann Nettleton

In our strategic plan, we focus on obesity prevention and nutrition. In light of current science, we need to make sure we are educating our community on healthy nutrition. The last half of the 20th century, we pushed low-fat diets; and now we have an obesity, disease ridden population. Low-fat diets are still being pushed even among the pediatric populations, which affects development. We need to educate people on consumption of both good and bad fats, the pros and cons. The consumption of carbohydrates is the culprit for obesity. A WIC dietician will speak to the Board of Health on CDHD’s educational approach on nutrition in the community.

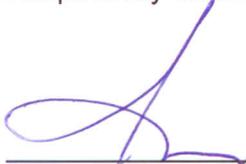
Recovery Community Organization Workshop (RCOW) – Barbara Balding

Commissioner Barbara Balding thanked the Board for the opportunity to attend the Recovery Community Organization Workshop on March 17-19 and shared information that she learned.

Adjournment – Steve Scanlin

No further business was brought before the Board; meeting adjourned at 12:17 p.m.

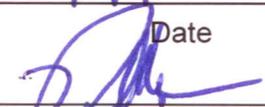
Respectfully submitted:



Steven F. Scanlin, Board Chair

4/18/14

Date



Russell A. Duke, Secretary